

STATEMENT OF WORK

ALTER WING PLANS OFFICE, BLDG. 3652

12 August 2003

Provide all plant, labor and material to alter the Wing Plans office in Bldg. 3652 on the Air National Guard Base at Richmond IAP, Sandston, Virginia.

- A. See the attached Sketches and Notes for details on the work to be done. The Contractor shall field verify all dimensions.
- B. Government employees will vacate the classroom and computer room areas to make way for the Contractor's work. During the carpet replacement work, Government employees will remove the rest of the furniture, computers etc. from the areas to be carpeted.
- C. The Government will provide the Contractor with reasonable quantities of water and electricity. However, the Contractor must make all necessary temporary connections and provide for the distribution of the water and electricity to the work site.
- D. The Contractor shall keep the work site in a picked-up condition at all times. At the end of each day, the Contractor shall clean up the work site, storage areas and access routes, including hallways used by the Contractor. The Contractor shall immediately clean up the access routes to and from the work site any time trash, dirt, mud, rocks, etc. gets on the roads. The Contractor shall remove all demolished items, excess materials, trash, debris, etc. from the Base and recycle, salvage or dispose of them properly, regardless of the type, character, composition, or condition of such material. The Contractor shall provide a dumpster box for his and his Sub-Contractors use. At the end of the job, the Contractor shall thoroughly clean up the work site, storage area and access routes. The Contractor shall erect dust partitions made of plastic sheets or plywood to contain dust, debris, etc. when removing and installing doorframes and during wallboard work.
- E. The Contractor shall provide a portable toilet for his and his Sub-Contractor's employee's use.
- F. The Contractor and his Sub-Contractors shall comply with the Base Civil Engineering Lock out – Tag out Program. The Contractor shall provide and use acceptable Lock out - Tag out devices and notifications. A copy of the Base Civil Engineering Lock out – Tag out Program is on file in the Base Civil Engineering office, Bldg. 3629, for the Contractor's review.
- G. The Contractor shall coordinate his work schedule very closely with the Contracting Officer, Security Police Chief and the VaANG Project Engineer. The Contractor must provide at least 2 working days notice of the arrival of any work crew or material shipment on Base and at least 2 working days notice of any utility shut down. Work on this Project can only be performed Tuesday thru Friday, 7 am to 5 pm.

- H. The Contractor and his Sub-Contractors shall comply with all OSHA Safety Requirements for this type of work. The Contractor shall ensure that his and his Sub-Contractors' employees have all necessary personal protective equipment. When working in hallways, the Contractor shall cordon off his work area, leaving a clean, safe passageway for Government employees.
- I. The Contractor shall repair or replace, to the Contract Administrator's satisfaction, any damage to Real Property and Personal Property caused by his or his Sub-Contractor's personnel or vendors.
- J. The Contractor and his Sub-Contractors shall comply with all Base Security Requirements. The employees of the Contractor and his Sub-Contractors shall obtain contractor identification badges from the Security Police office in Bldg. 3649. Contractor employees must provide adequate identification in order to be issued an identification badge. Identification badges shall be returned at the end of the job. The Contractor shall escort his material and equipment deliveries on and off the Base.
- K. Employees of the Contractor and his Sub-Contractors shall comply with AFI 40-102 Tobacco Use in the Air Force and the Base's Smoking Policy. A copy of the regulation and the Base Smoking Policy are on file in the Base Civil Engineering office, Bldg. 3629, for the Contractor's review.
- L. The Contractor shall comply with the requirements of the attached Hazardous Material Usage Clause.
- M. The Contractor shall submit to the Contracting Officer the information noted on the attached "Schedule of Material Submittals".